

Chief, Transportation Division

13 September 1955

Acting Deputy Chief, Finance Division

Procedure for shipment of excess baggage (unaccompanied air freight)
to stations in the Far East area

1. Reference is made to proposed referenced procedure, copy attached.

2. In regard to paragraph 5, it is assumed that the invoice from the carrier will be billed at 50% of scheduled rate from the west coast to destination. This point should be clarified in the procedure.

3. In reference to paragraph 7, when payment is effected by a letter of transmittal from FMS enclosing the cashier's check, a copy of the transmittal letter indicating delivery should be forwarded to [REDACTED] Payroll and Travel Branch, Finance Division.

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[REDACTED] 25X1A

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